

University of Baltimore Staff Senate

Monday, September 9, 2013

12:15 – 1:30 pm

BC 143

Attendance: Giordana Segneri , Karyn Schulz, Magui Cardona, Sasha Hudson, John Brenner, Ron Vickers, Leslie Metzger, Teresa Callison, Erica Carter, Susan Schubert, Blair Blankenship, Dan Nagle, Anita Becker, Jill Green, Daniel Page, James Hale, Bill Wells, Nancy Jones, Theresa Cherry, Meredith Barr

Guests: President Bogomolny, Peter Toran

1. Welcome and Introductions

1. G. Segneri opened the meeting with a welcome to all in attendance and asked everyone to introduce themselves and provide their connection to UBSS.
2. President Bogomolny provided a welcome to the Senate and shared the following:
 - a. He appreciates the relationship of staff with the University, especially in their continued effort to support students
 - b. He supports the effort and need to increase the voice of staff via shared governance as it continues to evolve and work with the Governance Steering Council
 - c. He also shared his agenda for his final year
 - i. Focus on worklife – considers it a priority and recognizes how complicated this is but is seeking input from all because of its importance
 - ii. UB21 to continue to act as a “think tank” at UB and higher education institutions
 - iii. Hiring practices – emphasis to improve, help determine who we are
 - iv. Strategic Plan – sees as the skeleton/foundation of UB and that the priorities and ideas generated in the Plan would help guide us into our future and will be tied to budget priorities but will not necessarily be tied directly to funding
 1. He hopes this will be wrapped up in the fall
 - v. New emphasis on student success, retention/graduation and that while our numbers are pretty good in those areas, given our population, we need to determine if our students are prepared to succeed when they leave UB. We need to be committed to those we admit as students are changing (learning styles, communication) and evolving
 1. An increasing number of students are coming to UB without the foundation skills – how do we help them be successful?
 - vi. Campus – inadequate working spaces for many staff (particularly in the Academic Center)
 1. Make the best of our current available spaces to aid in the support of a good working environment (i.e. Learning Commons, crosswalks)

- vii. Library renovation – hopes plans will be finalized for renovation of the Langsdale Library by April or May with work to possibly begin in the summer of 2014. Much depends on the legislature and opening of funds needed
 - viii. Postal Service building is closer to becoming a UB facility. President is optimistic that this will happen sooner than later
 - d. President Bogomolny responded to questions from those in attendance:
 - i. Renovations (Academic Center, etc.) can we at least have a simple renovation of fresh paint and new carpeting
 - 1. Any space or renovations concerns please send to Steve Cassard
 - ii. Update on space between the Business Center and LAP? Due to problems with rainwater runoff, the project was put on hold but should be moving forward this year
2. Strategic Plan: Peter Toran
- a. The current draft is based on input collected over the spring/summer, and during the fall 13 semester, it is hoped that an open dialog with the community will happen to collect more input from constituents towards final draft and final plan
 - b. Learned that writing a strategic plan (University of Wisconsin as a guide) is to write the plan based on the institution's values, not on budget/funding
 - i. 2 camps:
 - 1. Tie funding to goals (money not guaranteed)
 - 2. Institutional goals and objectives prioritized and then funding allocated based on what's available
 - c. Five goals of plan equal the value statements of UB
 - i. Include structure and philosophy
 - d. Plan is only for three years; if it projects too many years out, too much changes
 - e. Questions:
 - i. UBSS can help with input and help determine if anything is "missing" in the plan and would use Senators to reach out to constituents for input
 - 1. Town hall
 - 2. Focus groups
 - 3. During Senate meetings
 - f. Timeline for feedback - before Thanksgiving
3. Chair's Report
- a. GSC update
 - i. met during the summer as well as with President Bogomolny
 - ii. developed By Laws over the summer, and the document should be ready for approval by September 25, 2013
 - 1. still looking for feedback from constituents
 - a. Reminder to review Plan of Organization for information about original intent of the Governance Steering Council

- iii. Dan Gerlowski will serve as GSC Chair and Giordana as Vice Chair
 - iv. Current Plan of Organization does not include term limits and/or number of terms
 - 1. This should be addressed in the future once GSC and UBSS have more time as established shared governance bodies
 - b. Committee communication plan
 - i. The GSC will be drafting a workflow/communication plan for the University committees to determine how, when and how often communication will be shared with the Senates and Student Government
 - ii. Help determine who committees report to as well
 - iii. Committees will be tasked with developing an annual action plan, in line with charges in Plan of Organization, with input from two Senates and SGA; GSC will coordinate the development of the action plan
 - c. GSC also developing a document with implementational clarification of Plan of Organization; needs input from committees about some items
 - i. include structures, number of representatives per senate, the role of ex officio and determining the quorum needed at a meeting
4. Committee Representatives (new and continuing)
- a. Budget: James Hale (continuing), Jill Green (new)
 - b. Facilities: Blair Blankenship (continuing), Erica Carter (new)
 - i. Alternates: Jason Duncan and Theresa Mina
 - c. Worklife: Cindy Schuster (continuing), Susan Schubert (new)
 - d. Culture and Diversity: Toni Martsoukos (continuing), Sarah Shoumlin (new)
 - i. Sasha Hudson (alternate)
5. Results of Staff Senate Survey – Bill Wells
- a. 36% of staff visited the survey
 - b. 31% took the survey (118 responses)
 - c. Results (see attached) indicate that majority of those responding feel the following are top concerns:
 - i. Lend a voice to whether UB has enough staff for previous/current/future enrollment growth and to support ongoing faculty growth (35% felt most important)
 - ii. Support flexible work schedules as a means of staff retention (16% felt most important)
 - d. Comments very important to review
 - e. Critical to share the results of survey so constituents don't feel "surveyed-out" and no results shared
 - f. How do we take these results forward? Timeline? Action Plan? This will be discussed in the next Executive Board meeting.

6. CUSS Update:
 - a. First meeting held with a lot of new members
 - b. Discussed past year's successes (COLA, merit, legislature supportive of USM)
 - c. Open Enrollment starting soon to get system on a calendar year cycle
 - d. Kristen Tull (co-secretary) is on Legislative committee and Dan Nagle is on Community Outreach committee
 - i. Question as how the 1% merit at UB will be distributed? G. Segneri will address this question to Mary Maher and encourage a communication to all staff about the upcoming adjustments to salary.
 - e. CUSS newsletter forthcoming
7. Motion made and seconded to include UBSS Committee Development discussion for October meeting
8. No new business was discussed
9. Adjournment at 1:30 pm

Minutes submitted by Karyn Schulz, Parliamentarian